

Help serve U.S. Citizens in the Western Region of Saudi Arabia!



Project Title	Help serve U.S. Citizens in the Western Region of Saudi Arabia!
Project Summary	Work with the American Citizen Services and Visa Unit of the Consulate General in Jeddah, Saudi Arabia
Country	Saudia Arabia
Agency	Department of State
DoS Office	N/A
Post	RIYADH
Section	CONS
Number of Interns	1

Project Description

Assist the Consular Section in Jeddah Saudi Arabia as we try to facilitate legitimate travel and serve U.S. citizens visiting or residing in the western region of Saudi Arabia! Projects for a virtual intern include:

- Participate in Ask the Consul online question and answer sessions about student visas and support social media outreach on student visas.
- Review ACS Twitter Feed: https://twitter.com/ksa_acs and propose content ideas for future tweets. Support other social media outreach on American Citizen Services.

Reviewing the ACS section of our new Mission Saudi Arabia and Consulate Jeddah websites and attempting to find information on how to do several common services (e.g. renew a passport, report a birth of an American citizen abroad, etc.), so that we could make sure our information is easy to find and use for U.S. citizens visiting or residing in the western region of Saudi Arabia.

Desired Skills Interests

Skill

Social Media

Customer Service

Additional Information

Suggest ways that we can make the website information clearer, more user-friendly, and more informative.

- Review travel.state.gov Country Specific Information on Saudi Arabia. Flag any information that looks dated for updates. Suggest ways that we can make the website information clearer, more user-friendly, and more informative.
- Researching and compiling a list of hospitals, expatriate housing compounds, and other local service providers hotels throughout the Western Province, with emphasis on locations outside of Jeddah. Our consular district that is literally the size of Texas and there are some cities in our consular district to which we cannot even travel, so we're trying a new way to inform local service providers of the Consulate's American Citizen Services (ACS) via a direct-mail campaign. As we prepare to help the approximately 14,00 U.S. citizens expected to visit during the 2016 Hajj pilgrimage, we're particularly eager to do another round of direct mailings to hospitals and service providers in Mecca and Medina and along the pilgrimage route.

Language Requirements

Language	Speaking Proficiency	Reading Proficiency	Importance
Arabic	No practical proficiency	No practical proficiency	Nice to Have